



Office of **Small Business Programs** (OSBP)

where small business makes a **big** difference



Overview of the NASA Mentor-Protégé Program

Tabisa Kalisa
Mentor-Protégé Program Manager

Tuesday, March 22, 2016

NASA Mentor-Protégé Program Background



- NASA's Office of Small Business Program's Mentor-Protégé Program (MPP) has been created to provide incentives for NASA's large prime contractors to assist eligible small businesses, as defined in NASA Federal Acquisitions Regulation (FAR) Supplement (NFS) 1819.72
- Mentor-Protégé Program's goal is to enhance eligible small business capabilities to perform as prime contractors, subcontractors, suppliers under Government and commercial contracts

NASA Mentor-Protégé Program Overview

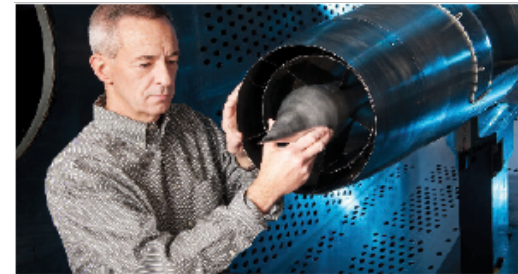


- NASA's Mentor-Protégé Program is...
 - Center-focused and available at all 10 NASA Centers
 - Agreements are submitted to and maintained by the Center Small Specialists
 - A value-focused program aligned with NASA's current and future strategy and mission
 - The foundation to forming long-term business partnerships between large prime contractors and thriving small businesses
 - Strategically documented with clear guidance, processes and procedures to ensure interest, goals and missions are met

NASA Mentor-Protégé Program Overview



- Since the program was revamped in 2007, the NASA Mentor-Protégé Program continues to search for new initiatives in order to reach a wider audiences
- As of March 18, 2016, the NASA Mentor-Protégé Program has:
 - 27 approved Mentors;
 - **15 active** Mentor-Protégé Agreements with **~\$2.2M** in Developmental Assistance (Technical and Business) across 6 NASA Centers including:
 - Ames Research Center
 - Glenn Research Center
 - Goddard Space Flight Center
 - Johnson Space Center
 - Kennedy Space Center
 - Marshall Space Flight Center



NASA Mentor-Protégé Program

Mentor Eligibility



To become a NASA approved Mentor, prime contractors, should:

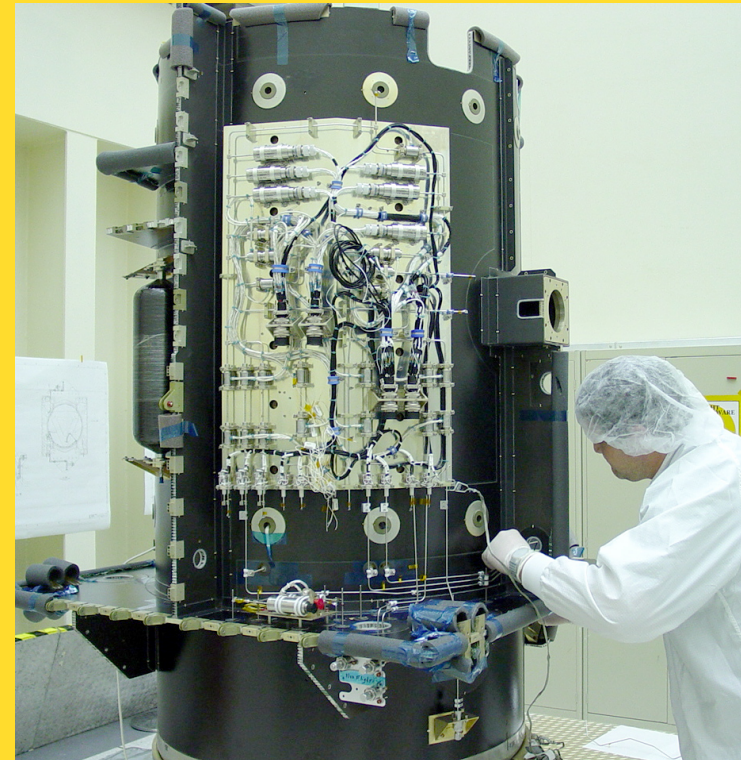
- 1) Have an active and approved NASA subcontracting plan
 - 2) Be eligible for awarding of federal government contracts
 - 3) Submit a mentor applications to HQ OSBP
 - Applications can be submitted at any time
 - Once approved, a mentor is approved for six years
- Mentors can have multiple Protégés

NASA Mentor-Protégé Program

Protégé Eligibility



- Small Disadvantaged Business (SDB)
- Woman-Owned Small Business (WOSB)
- Historically Underutilized Business Zone (HUBZone) Concern
- Veteran-Owned Small Business (VOSB)
- Service-Disabled Veteran–Owned Small Business (SDVOSB)
- Historically Black College and University (HBCU)
- Minority Serving Institution (MSI)
- Small Business with an active NASA Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) Phase II contract
- Entities participating in the Ability One Program

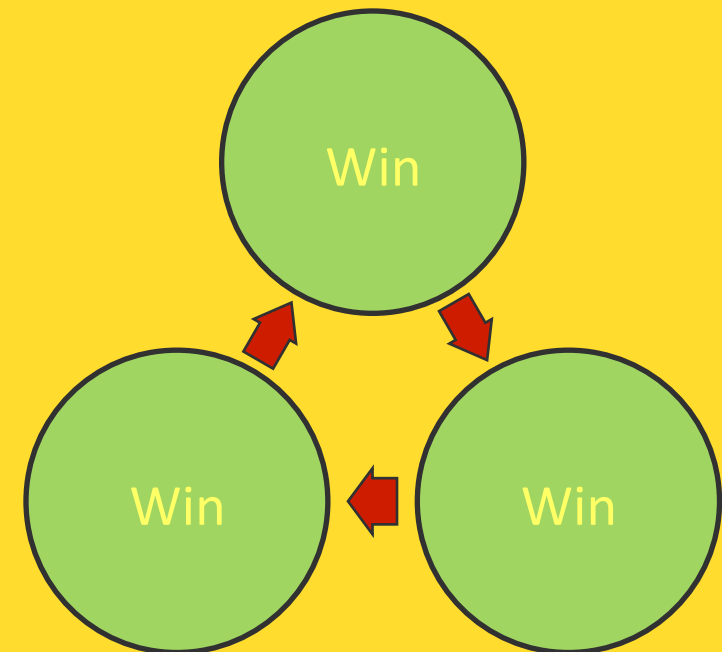


NASA Mentor-Protégé Program

Benefits of Participation



- The benefits of participation in the NASA Mentor Protégé Program will benefit all organizations involved:
- **Mentors**
 - Develop relationships with reliable small business
 - Gain evaluation points on future proposals and various credits (i.e. Award Fee credits and Past Performance Credit)
- **Protégés**
 - Enhance desirable and achieve new technical and business milestones within company
 - Strengthen capabilities to win potential prime and sub contracts
- **NASA**
 - Gains High Tech Companies
 - Reduces costs due to increase in fierce competition amongst small businesses





NASA Mentor-Protégé Program

How is the Program Measured?

- **Annual Report to the Small Business Administration**
- **Increase in the number and dollar value of contract and subcontract awards, and revenue of protégé firms:**
 - For 2 years after the conclusion of the Mentor-Protégé Agreement
- **An increase in the number and dollar value of subcontracts awarded to the protégé firm by the Mentor; and,**
- **An increase in the employment levels of Protégé firm**
 - For 2 years after the conclusion of the Mentor-Protégé Agreement



NASA Mentor-Protégé Program

Mentor-Protégé Agreement Contents

- **Upon finding the “right” mentor and protégé combination that suits both organization’s missions and goals, the agreement process can begin**
- **Each Mentor-Protégé Agreement submission must include:**
 - 1) A Cover Letter, from the Mentor, outlining the Agreement
 - 2) Protégé Application (www.osbp.nasa.gov)
 - 3) Mentor-Protégé Agreement (www.osbp.nasa.gov)
 - 4) Letters of Endorsement from:
 - Program’s Contracting Officer,
 - Contracting Officers Representative,
 - Program Manager, and
 - The designated Center Small Business Specialist
- **Once all elements are complete, agreement will be submitted by the Center to OSBP HQ for review**

NASA Mentor-Protégé Program

HBCU/MSI Agreements



- **To assist with the achievement of organization milestones, all Mentor-Protégé Agreements require a desirable ratio of developmental assistance**
- **Under a HBCU/MSI Agreement, the developmental assistance requirement split is 70% Business Development / 30% Technical Assistance**
 - **Goal:**
 - Help these institutions find another source of revenue utilizing contracts
 - Expose Prime to innovative technology at HBCUs/MSIs, for possible technology infusion into NASA missions
 - Provide students with practical job skills

NASA Mentor-Protégé Program

Examples of Developmental Assistance



- **Business Development (70%), including but not limited to:**
 - Organizational planning management: Strategic and Business Planning, legal/risk management, proposal development
 - Business development/marketing/sales: Market Research, Product Forecasting, web-based marketing, e-commerce
 - Human Resource Management
 - Contract management
 - Facilities and plant management: security, health and safety, OSHA standards
 - Any other assistance designed to develop the business/infrastructure capabilities of the Protégé
- **Technical Development (30%), including but not limited to:**
 - Quality Management programs: ISO 9000 Certification, SEI/CMM certification
 - Technology Transfer
 - Obtaining Security Clearance for Institutional facilities
 - Lean Six Sigma
 - Fiber optics systems design
 - Network systems: design and engineering, implementation
 - Information system design
 - Tooling design and fabrication

NASA Mentor-Protégé Program

Detailed Cost Breakdown



COST OF THE AGREEMENT				
	GFY 20__	GFY 20__	GFY 20__	Total
Direct Costs & Hours				
Direct Labor Costs	\$ 100,000	\$ 101,880	\$ 129,000	\$ 330,880
Direct Labor Hours	180	631	681	1492
Indirect Costs				
HBCU/MSI/SBDC/PTAC				\$ -
Other Direct Costs (i.e. Travel)	\$ 800	\$ 3,000	\$ 1,200	\$ 5,000
Other Direct Costs (i.e. Certification Fees)	\$ 300	\$ 300	\$ 300	\$ 900
Fiscal Year Totals	\$ 101,100	\$ 105,180	\$ 130,500	\$ 336,780

OTHER DIRECT COSTS - TRAVEL			
	Number of Employees	Number of Trips Projected	Airfare Estimates
GFY 20__	2	1	\$ 800.00
GFY 20__	5	3	\$ 3,000.00
GFY 20__	2	2	\$ 1,200.00

OTHER DIRECT COSTS - CERTIFICATION FEES		
	Types of Certification	Certification Fee Estimates
GFY 20__	ISO	\$ 1,000.00
GFY 20__	CMMI	\$ 1,200.00
GFY 20__	-	\$ -

NASA Mentor-Protégé Program

Misconceptions



- Dollar value of the agreement has to be high
- Protégés don't have much value add to the relationship
- Changes cannot be made to the agreement

NASA Mentor-Protégé Program

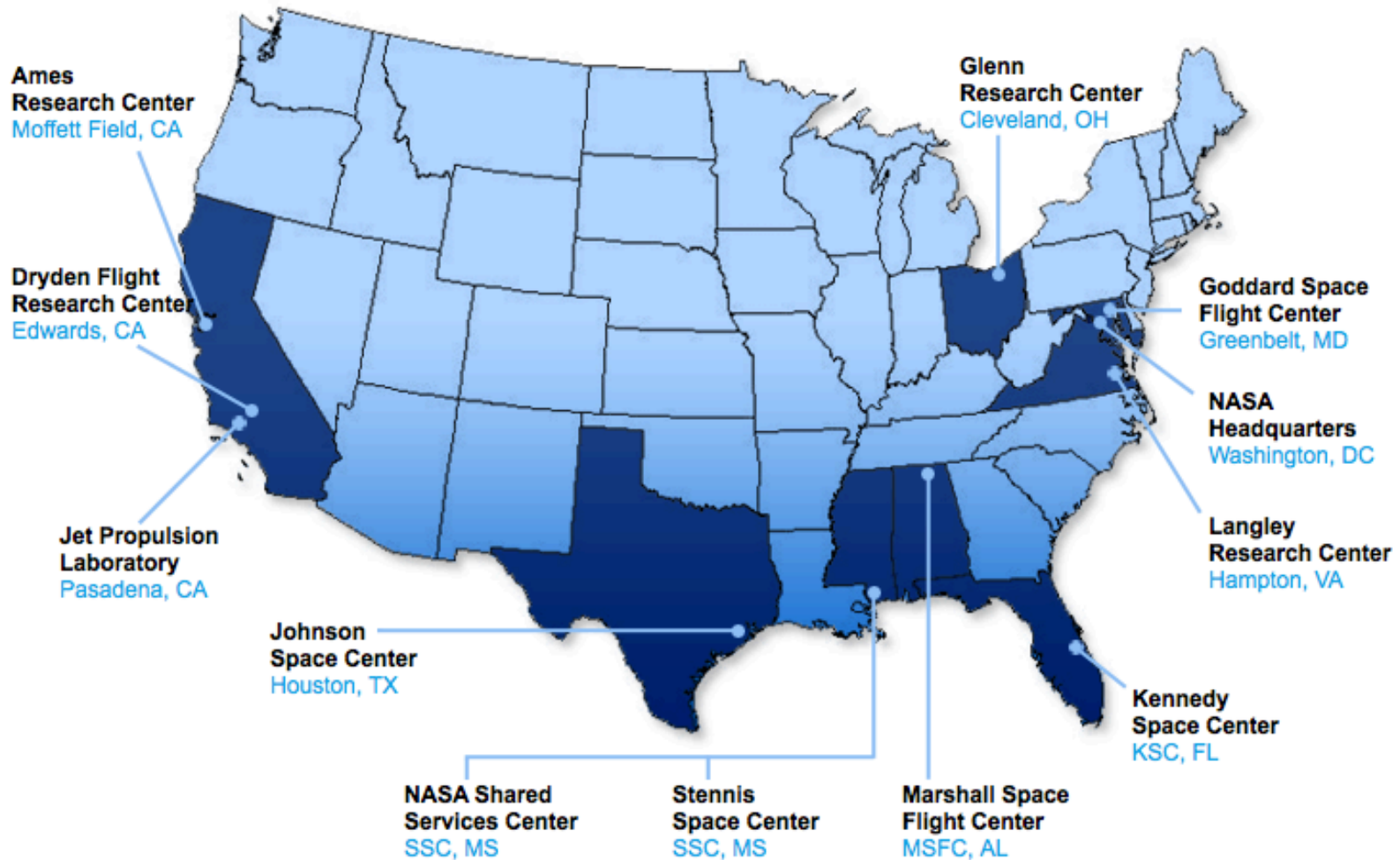
Mentor-Protégé Agreement Submission Process



- Request and inform the Center's Small Business Specialist of the intent to submit a Mentor-Protégé Agreement
- Review the Mentor-Protégé Program Guidebook for Program Requirements
- Download current Application Templates from the OSBP website <http://www.osbp.nasa.gov>
- Complete a thorough Needs Assessment of your University/ Institution
- Request endorsement from the respective Program Office

NASA Mentor-Protégé Program

Submit Mentor-Protégé Agreements to the Centers



Contact Information



NASA Office of Small Business Programs

Tel: (202) 358-2088

Fax: (202) 358-3261

Website: www.osbp.nasa.gov

Mrs. Tabi Kalisa

Mentor-Protégé Program Manager

Mrs. Melanie Osei

Mentor-Protégé Program Analyst (Contractor)



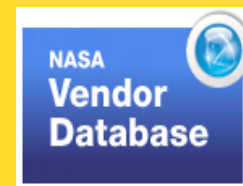
NASASmallBusiness



@NASA_OSBP



NASAOSBP



NVDB